

~~S-E-C-R-E-T~~

3 March 1959

25X1A

MEMORANDUM FOR: [REDACTED] Guided Missiles Intelligence Committee
SUBJECT : FY 1959 Allocation for Foreign and Domestic Travel

1. On 20 November 1958 you were advised that \$ 2,000 for domestic and \$ 5,500 for foreign travel had been allocated to your Office for FY 1959.

2. As of 1 March 1959 the obligations recorded on the books in the Budget Section, Administration Branch against these allocations reflect \$ 1,373 for domestic and \$ 1,740 for foreign travel.

3. It is the desire of this Office to stay within the overall amount of funds budgeted for travel in the FY 1959 budget presentation.

4. However, if in your opinion trips become necessary which will exceed your allocations, there is some reserve which has become available from other object classes and may be utilized for travel at the discretion of the OAD.

5. Travel requests should continue to be forwarded to the Chief, Administration Branch, and, if a release from the reserve is required, this Branch will take the necessary action to obtain approval for the release of these funds.

6. Current travel obligations are maintained in the Budget Section, Administration Branch, SI, and may be obtained any time by calling [REDACTED] 25X1A

[REDACTED] 25X1A

[REDACTED] 25X1A

3/59
5/59
IRE Conference - 3 days
Sandia Base
1- O/S
1- Command

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